



Terre des hommes

tdh.ch

Terms of Reference for Final Evaluation

*Improving the Nutritional and Food Security status
of the population of Yei County*



Background

In 2016, following the clashes that took place in the Equatoria Region, Yei (Former Central Equatoria State) was identified as zone of major humanitarian concern. At the beginning of 2017, Terre Des Hommes Foundation Lausanne (Tdh) opened a permanent base in Yei town and launched an integrated program there to improve WASH access through borehole rehabilitation, hygiene promotion, distribution of NFI kits and support livelihoods through the distribution of vegetable seeds, farming tools and cash for work activities. Local partners South Sudan Health Association (SSUHA), the Crop Training Centre in Yei (CTC) and the Mugwo Development Organization (MDO) are involved in the program implementation.

In May 2017, the intervention was expanded to Lainya county, where Tdh covered the water and sanitation needs, as well as a reinforcement of the health system through the intervention in nutrition, mother and child care. On September 2017, with Swiss Solidarity funding, Tdh launched a Food Security project in Yei town, which combines seed and tools' assistance, provision and distribution of hygiene kits outside the town as part of the joint response, technical training to seed recipients, and school feeding activities to complement the distribution of WFP dry food rations with vegetable and animal products (vouchers) and establish gardens at 36 schools. Support to school feeding also included the construction of kitchen and storage facilities, distribution of kitchen utensils and payment of incentives to cooks.

A Child Protection project was launched in February 2018 and a WASH in Schools intervention has just started this August. A new Food Security project, dealing with Cash for work, seed and tools, and small livestock restocking is under favorable discussion.

Our permanent team in Yei is composed of 5 International and 42 National staff. MSF and Handicap International have office & staff accommodation inside the same (church) compound.

Purpose

The purpose of this terminal evaluation is to examine the program performance against the planned results; and specifically:

- a) To determine the appropriateness, relevance, efficiency and effectiveness of the CDB4 Food Security program;
- b) To assess the quality and comprehensiveness of the program design and implementation;

- c) To document lessons learned, success stories, case studies and perceived and real as well as unmet needs;
- d) Generate baseline data and information for subsequent interventions.

Scope

The evaluation will cover Yei town where school feeding activities / school gardens were implemented in 36 schools and seed and tools assistance / technical training provided to the 4,500 beneficiaries in 9IDPs zones.

Methodology

The consultant will be asked to submit the methodology of the evaluation, which will as a minimum, include the following:

- Briefings with Tdh's team in the beginning and regular feedback during the field work
- Desk review (project proposal, quarterly reports, monitoring plan, budget and narrative, articles, cluster's documentation, chronogram, organizational chart and any other document produced in the frame of the project...)
- Observation (ongoing activities) in Yei
- Interviews of relevant stakeholders, including key staff, partners, and beneficiaries

The consultant will ensure that different methods will be combined and triangulate information. As much as possible, participatory methods will be used to involve project actors and staff, therefore ensuring optimal learning by the team and partners.

The methodology described in these terms of reference is suggested as a proposition.

In order to facilitate the induction of the consultant and to activate existing knowledge of the TdhSouth Sudan team about the context, focal points are mobilized to support the consultant throughout the consultancy:

- ✓ Country Director, Yei Field Coordinator, Grant Officer

Regular contacts with Tdh Evaluation Focal Points will be established during the duration of the evaluation work in order to share updates on the progress of the work. In case of difficulties, reorientations shall be considered during the course of the evaluation, but only after approval of Tdh.

Deliverables

The consultant will provide deliverables in a timely manner and in electronic format. Minimal deliverables required are:

- **Following desk review and briefings, before field work: The inception report,** which will include:
 - ✓ the detailed methodology suggested, including the evaluation matrix highlighting how evaluation questions will be addressed
 - ✓ the draft data collection tools,
 - ✓ Work plan, including the list of (categories of) people and sites to be visited
 - ✓ the first elements coming up from the desk review, risks and limitations analysis

- **An intermediate (draft final report) and the final evaluation report**, which will include:
 - ✓ An executive summary (max. 3-4 pages) focused on the methodology, the main evaluative questions, conclusions and recommendations related
 - ✓ An automatic table of contents
 - ✓ A list of annexes, abbreviations, tables, figures, pictures, etc.
 - ✓ An introduction
 - ✓ The presentation of the methodology, scope and limitations
 - ✓ The findings of the evaluation including lessons-learned
 - ✓ Detailed recommendations for the next project including good practices
 - ✓ An evidence-based conclusion
 - ✓ Annexes (ToR, data collection tools, updated, updated workplan and list of people interviewed)
 - ✓ A PowerPoint presentation

Reports must be provided in Word format and the report pages numbered. Reports must be written and submitted in English.

Results of this evaluation will be intended for the Tdh and for the Donor (Swiss Solidarity).

Intellectual Property Rights

All documentation related to the Assignment (whether or not in the course of your duties) shall remain the sole and exclusive property of Tdh.

Timeframe

This evaluation is expected to be completed in 18 working days (including 2 travel days + report writing) including inception report, desk review, field assessment and report writing. The first draft report will be expected within 3 days after the field exercise is completed. A final version should be submitted within two days of receiving feedback on first draft.

Selection will take place on August 13 and all the background documents and contract will be sent to the consultant on the same day

Timeframe :

- Day 1 & Day 2 (14/08 + 15/08) : (preparation)
- Day 3 (16/08) : Travel to Yei and briefing
- 17/08 to 24/08 (8 days) : data collection
- 25/08 : Travel to Juba
- 28/08: submission of draft report
- 29/08 : revision by Tdh
- 31/08 : submission of final report and final payment

Qualification

The consultant should demonstrate the following set of qualities:

- Extensive experience implementing humanitarian relief programs in complex emergencies in the Horn of Africa;
- Experience in carrying out two or more major humanitarian evaluations for a major donor, international NGO, or international organization.

- General familiarity with the political and humanitarian context in South Sudan, particularly over the past 3 years
- Experience in developing or applying protection measures;
- Experience of Food Security / voucher – based intervention
- National consultants are encouraged to apply.

Administration

Interested candidates should submit their profile and or curriculum vitae, a technical and a financial proposal. The financial proposal should comprise comprehensive professional fees; travel and accommodation will be covered by Tdh Foundation Lausanne.

Applications should be sent to the following Email addresses: Julia.delahaye@tdh.ch strictly indicating on the subject line "SS - CDB4 EVAL 2018". Only short-listed candidates will be contacted for interviews. The deadline for submission of applications is **21st August 2018**. Identification of successful candidates will be done on a rolling basis, and once suitable candidates are found, contracting will commence.

Note!!! put emanuele.bolognesi@tdh.ch in cc.

